
TEST INFORMATION GUIDE

This test information guide provides a summary of concepts that are tested on the written (multiple choice) examination for the **Natural Resource Technician II – Option 1 (Fish Management)** job. This information can be reviewed in combination with the class specification and examination announcement to assist you in preparing for the examination.

I. FISH IDENTIFICATION**(16 Questions)**

An important part of this job involves collecting fish population samples for biological surveys. An employee may also be assigned to feed and care for brood fish at fish hatcheries. In order to successfully perform these duties, you must be able to accurately identify various species of fish using common identifying characteristics. Test question topics include:

- Identifying forage and fresh water fish;
- Fish species native to Illinois;
- Identifying characteristics of fish (length; scales; barbels; age rings; etc.);
- Fish growth characteristics.

II. EQUIPMENT & TOOLS**(28 Questions)**

One of the more important aspects of this job involves the maintenance and repair of equipment used to conduct conservation field activities. Equipment and tools kept in good working condition and which are correctly used helps minimize down time and costly repairs. The questions in this section assess your skill in operating and maintaining equipment used on the job, troubleshooting equipment problems, making simple repairs to equipment as well as your skill in using various tools to repair and maintain equipment. Test question topics include:

- Gasoline engine vehicle maintenance;
- Changing flat tires and tire care;
- Plumbing tools and materials;
- Equipment used in electrical wiring and in repairing wiring;
- Troubleshooting gasoline engine problems;
- Resolving two-cycle engine problems in lawn maintenance equipment;
- Boat and outboard motor safety, maintenance and troubleshooting;

III. PUBLIC RELATION SKILLS**(14 Questions)**

An employee in this position often has to interact with citizens while performing natural resource activities in the field and at sites. Employees assigned to fish hatcheries are often called upon to conduct tours of hatchery facilities. This section of the exam tests your skill at public interaction. Test question topics include:

- How to effectively handle requests for information from the public;
- Methods to use to promote a favorable impression of the agency and state employees among the general public;
- Public speaking techniques;
- Ability to manage and resolve situations involving difficult or hostile individuals.

IV. REPORT PREPARATION

(12 Questions)

Employees in this job must be able to compile, summarize and record field data. The employee must then be able to use this data to complete a variety of technical and administrative reports and record forms. The questions presented in this test section are designed to assess your ability to identify important information used to prepare structured reports. Specific test question topics include:

- Proper arrangement of report contents;
- Commonly accepted business practices used to ensure accuracy in recording data;
- Prioritizing information for placement in reports;
- Determining important details to include in reports;
- Use of preprinted forms when preparing reports.

V. MATH

(10 Questions)

Employees in this job must have a good command of basic math in order to perform various technical duties. These include duties such as counting dead fish when investigating fish kill incidents, applying the appropriate amounts of chemicals for vegetation control, measuring fish, treating fish ponds at hatcheries and determining the monetary values of fish kills. These questions test your general ability to perform basic math computations. Test question topics include:

- Calculations involving division, multiplication and addition, including those involving fractions, decimals and percentages;
- Measurement calculations involving inches, feet and yards;
- Converting percentages to decimals.

VI. INTERPRETATION OF DIRECTIONS

(10 Questions)

Employees in this job often receive instructions in a written format in order to effectively perform many technical natural resource activities, make repairs to equipment or to complete administrative forms or technical reports. In order to perform this job successfully, one must be able to read, comprehend and follow detailed written instructions. This section will present instructions and a series of questions regarding the instructions. You may refer to the instructions as often as necessary in order to answer the questions. Instruction passages include:

- Safe use and handling of Malathion insect spray;
- Directions for operating and maintaining power equipment.